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*Office Memorandum* • UNITED STATES GOVERNMENT

TO : Chief, Basic School

DATE: 28 May 1956

FROM : Chief, Clerical Training

SUBJECT: Week of 22-28 May 1956

1. Numbers in Clerical Induction Training. During the week of 22 May there were 24 people in Clerical Induction Training.

2. Numbers in Clerical Orientation Training. In Clerical Orientation there were 10 people for the week of 22 May.

3. Instructor on Leave. [redacted] instructor in the Clerical Induction. will be on annual leave until 4 June 1956. In her absence [redacted] Chief, Clerical Training, and [redacted] Chief, Clerical Refresher, will assist [redacted] Chief, Clerical Induction.

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OTR/CT:MAH:jdm (28 May 1956)

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